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ENGINEERING SERVICES FOR RURAL ROADS  
REHABILITATION (ES3R)  
CONTRACT NO: EDH-I-00-08-00023  
  
MONTHLY PROGRESS REPORT – NOVEMBER 2014

10 December 2014

# ENGINEERING SERVICES FOR RURAL ROAD REHABILITATION (ES3R) CONTRACT NO. EDH-I-00-08-00023

## MONTHLY PROGRESS REPORT NOVEMBER 2014

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The views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government. This report was prepared for the U.S. Agency for International Development. It was prepared by CDM International, Engineering Services Rural Roads Rehabilitation (ES3R)

## Acronyms

A & E	Architect and Engineer
BoQ	Bills of Quantity
COP	Chief of Party
COR	Contracting Officer Representative
EMMP	Environmental Mitigation and Monitoring Plan
ES	Environmental Specialist
ESMMP	Environmental & Social Mitigation & Monitoring Plan
ES3R	Engineering Services for Rural Roads Rehabilitation
ETL	Engineering Team Leader
FED	Food and Enterprise Development
FTF	Feed the Future
FTL	Field Team Leader
F2M	Farm to Market
F2MRR	Farm to Market Road Rehabilitation
GIS	Geographic Information System
GOL	Government of Liberia
LESSP	Liberia Energy Sector Support Project
LMWP	Liberia Municipal Water Project
MOF	Ministry of Finance
MPEA	Ministry of Planning and Economic Affairs
MPW	Ministry of Public Works
OCA	Organizational Capacity Assessment
PIRS	Performance Indicator Results Sheet
RE	Resident Engineer
SI	Site Inspector
USAID	United States Agency for International Development

# **ENGINEERING SERVICES FOR RURAL ROADS REHABILITATION (ES3R)**

## **MONTHLY PROGRESS REPORT NOVEMBER 2014**

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# 1. SUMMARY PROJECT DESCRIPTION

## 1.1 Introduction

The U. S. Agency for International Development's (USAID) 'Engineering Services for Rural Roads Rehabilitation (ES3R)' was awarded to Camp Dresser McKee International (CDM) under the following USAID contract number: EDH-I-00-08-00023 and task order AID-669-TO-13-00002 which records the period of performance as 8 October 2013 to 20 October 2015.

Liberia's Farm to Market Rural Roads (F2MRR) activity is allied to the objectives of the Feed the Future (FTF) initiative, which is a U.S. government initiative, which aims to address the root causes of global hunger by sustainably increasing agricultural productivity. F2MRR will provide infrastructure investment in the rehabilitation of rural farm-to-market roads to support the following:

- USAID /Liberia FTF program Food and Enterprise Development (FED),
- Capacity development for routine maintenance systems within the Government of Liberia (GOL),
- Capacity development of Ministry of Public Works (MPW) rural roads engineers and local A & E firms,
- Development of alternative low volume road pavement pilot projects, standards and design specifications.

## **1.2 Objectives**

Within F2MRR, ES3R will be an implementing mechanism which will undertake the following objectives:

### **Objective 1:**

Provide construction oversight for three (3) local contracts for the rehabilitation of a total of 83.5 kilometers farm-to-market roads in Bong, Lofa, and Nimba counties from 2013 to 2015.

### **Objective 2:**

Produce engineering designs and construction documents for the 450 kilometers farm-to-market roads in Bong, Lofa, Nimba, and Grand Bassa counties to be rehabilitated in 2015 to 2018.

### **Objective 3:**

Training and pre-qualification of five (5) local architect-engineer firms capable of providing oversight for road rehabilitation activities by 2015.

This monthly progress report presented in respect of the project covers the progress of the works for the period from 1 November 2014 to 30 November 2014. In addition, the report details the status and approach to project challenges and presents an outline schedule for the forthcoming month.

## 2. NOVEMBER 2014 OVERVIEW

### Preamble

During this reporting period, ES3R staff was engaged in the road designs and documentation of the year's activities and progress. There was also significant activity with regards to determining how to return ES3R to "normal" operations.

### 2.1 November Highlights Summary

The table included hereafter provides a summary of the Project highlights:

	NOVEMBER 2014	
Date	Description	Comment
7 Nov	CDM submits letter with Revised Work Plan	To USAID/Liberia
8 Nov	SSF Suspension of Works lifted	By USAID/Liberia
10 Nov	Monthly Progress Report submitted	To USAID/Liberia
14 Nov	Letter received from USAID/Liberia MD	To all IP's
14 Nov	Letter received from USAID /Liberia CO	To all IP's
17 Nov	ES3R ETL, Jim Clarke, returns to Monrovia	Medical leave
19 Nov	Meeting with USAID	ETL at ES3R office
20 Nov	ES3R Annual Report 2014 submitted to USAID	Acknowledged
25 Nov	Invitation to IP's meeting received from USAID	Meet on 5 Dec.
27 Nov	FTL, G Kibisi, proceeds on annual leave	Leave period

### 2.2 Details of Highlights

#### 2.2.1 Project Deliverables and Documentation

As of the end of October 2014, CDM Smith in a letter dated 27 October 2014, agreed, "...to provide USAID with a new proposal detailing how CDM Smith will fulfill the terms of the contract for review and consideration by no later than close of business on Friday 7 November 2014". CDM Smith submitted the requested letter, dated 7 November 2014, which included a draft Revised Work Plan for consideration by USAID/Liberia.

## **Monthly Progress Report**

The Monthly Progress Report for October 2014 was submitted on schedule to USAID on 10 November 2014.

## **Letters from USAID/Liberia**

Letters addressed to all IP's, were received from USAID/Liberia on 14 November 2014. The contents of these are summarized as follows:

- Letter from USAID/Liberia MD:  
Summary of recent discussions together with advice of the USAID/Liberia Mission's vision moving forward.
- Letter from USAID/Liberia CO:  
This letter contained a request for IP's to provide updated /revised contingency plans including impacts to project logistics, operations, results and outputs.

## **Meeting with USAID/Liberia**

A meeting was held with USAID/Liberia on 19 November 2014, when the COR visited the ES3R project office with Mr. Gerald T. Smith, for the purpose of introduction and familiarization with ES3R senior staff and office.

## **ES3R Annual Report 2014**

The ES3R Annual Report – Year 1 (2014) was prepared and submitted to USAID/Liberia on 20 November 2014. The report addressed the following items:

- The fine-tuning of the ES3R team format,
- The activities during the year with discussion on performance,
- Implementation challenges and issues,
- The progress of Project objectives,



- Key successes,
- Project targets and achievements,
- Project management plan results against planned indicators; and
- End of year expenditure report.

At the time of writing of this Monthly Report and the Annual Report, the future of ES3R (a draft Revised Work Plan) was still under review by USAID. As such, and until such time as clear future direction has been determined, the future work plan is yet fluid, therefore was excluded from the Annual Report at that stage.

### **Invitation to Implementing Partner's Meeting**

On 25 November 2014, a letter was received from USAID/Liberia which included an invitation to attend an IP's meeting to be held on 5 December 2014.

### 3. PROJECT OBJECTIVES PROGRESS

#### 3.1 Objective 1 – Construction Oversight

##### General:

Towards the end of October, the USAID/Liberia COR advised of his forthcoming scheduled visits to the construction sites of Lofa (5 – 8 November); Nimba (9 – 11 November); and Bong (12 – 15 November 2014). CDM Smith's corporate policy did not permit field work for the ES3R team at that time. This position, however, did allow for field work under the conditions of satisfactory up-country medical facilities as addressed in the CDM Smith letter of 7 November 2014.

The construction contractors indicated that their resources were being supplemented in order to achieve increased productivity during the reporting month with anticipated full production soon thereafter.

The contract works in Bong and Nimba have been in progress since the beginning of the month, and those in Lofa have recommenced following the lifting of the (total) three-month suspension of works - as of 8 November 2014.

Reporting on the individual contract works was not provided as construction oversight was not possible in November. The status of the contracts is listed in the table below:

<b>ES3R Status of Works Contracts</b>			
<b>Description</b>	<b>Bong</b>	<b>Lofa</b>	<b>Nimba</b>
Contract Award	22 Jan 2014	27 Jan 2014	22 Jan 2014
Contract Period, days	730	730	730
Time Elapsed (to end November), %	43	29	43
Overall Assessed Completion, % (approx.)	35	34.4	39
Total Contract Value, USD	1,895,141.86	592,384.35	843,228.25
Payments to end October 2014, USD	508,376.56	202,957.65	280,847.97

### **3.2 Objective 2 – Design and Contract Documents**

#### **General:**

As a consequence of the EVD crisis, the three field teams have been stationed in the Monrovia office to carry out design work since early August, during which period the draft preliminary design package of 75.2 km of roads has been completed and issued to USAID. A design review meeting which has been requested with the MPW has not yet taken place. The primary reason is due to the unavailability of key stakeholder staff needed to provide initial comments and observations - to facilitate any amendments to the design package. The completion of this first design package is dependent on the timing of feedback and observations of these key stakeholders.

Preliminary design work (to 30% level) is continuing on target roads in Bong which have been prioritized for further development.

In addition, the following items were undertaken during November:

- Market research for the collection of costs for plant, equipment and materials,
- Unit rate analysis for estimate of costs,
- Plotting of cross sections and contours for waterway crossings; and
- Design details for five box culverts.

### **3.3 Objective 3 – Training and Mentoring**

The mentoring of contractors was not applicable during the month, in which QAC oversight was not carried out. Because of the continuing Ebola crisis in Liberia, the schedule of training for A & E firms has been postponed, which has placed a hold on interface with the A & E firms and trainees.

ES3R Team training and mentoring was undertaken as follows:

Resident Engineers:

- Collection of market costs for plant, equipment and materials,
- Generation of rates for bill of quantities items,
- Culvert hydraulics and discharge,
- Analysis of field survey data

Site Inspectors:

- Plotting of levels for cross sections
- Design of interventions for water crossings
- Developing strip maps

## 4. PROJECT CHALLENGES

The following items have been encountered recently which are continuing and pose challenges to the ES3R team and Project:

Challenge / Issue	Mitigation / Resolution
In the interests of health and safety, the field teams were moved to the project office in Monrovia to commence design duties.	The staff of the three field teams will continue to be fully engaged in the design of roads working from the Monrovia office.
MPW Technical Specifications, Method of Measurement and Detail Drawings which are required to be used in the contract documentation are neither finalized nor yet field tested.	ES3R have identified that from initial assessment, the existing MPW documents will require significant refinement for inclusion in the contract documents. Further work to be undertaken by ES3R following feedback from key stakeholders.
Bridge engineer requirement.	Proposal for structural engineering support is required. A realistic estimate of waterways which require bridge structures is required.
MPW Specification is inconsistent with USAID/Liberia conditions of contract.	A Specification should be totally consistent with conditions of contract, a matter which should be resolved prior to any solicitation.
Ebola crisis situation is the cause of increased stress of team members which results in reduced motivation and decreased productivity.	Promote team get together and sharing of views to increase morale and resolve difficulties.

## 5. OUTLINE SCHEDULE

### 5.1 Outline Schedule for December 2014

#### **Preamble**

CDM Smith Corporate policy, as well as current communications with USAID, will dictate the works planned for December 2014. It's our hope that we can reach an agreement with USAID allowing for a resumption of normal activities in the very near future.

The Monrovia office will close at COB on Friday 19 December and will reopen for business on Monday 5 January 2015.

#### **Objective 1 – Construction Oversight**

Construction oversight for December 2014 is on hold pending agreement on the approach presented in CDM Smith's 7 November letter.

#### **Objective 2 – Design and Contract Documents**

ES3R field staff will continue design works operating from the Project office in Monrovia. Work to be carried out will include the following:

- Finalization of 75km design package (subject to a meeting being held with key stakeholders) including:
  - i. Comments and observations from key stakeholders,
  - ii. ES3R meeting with key stakeholders (USAID & MPW) in order to discuss the preliminary draft designs,
  - iii. ES3R incorporation of comments, as agreed, into designs,
  - iv. Internal ES3R QA/QC of draft designs,
  - v. Formal submission of Draft Designs to USAID/Liberia,
  - vi. ES3R receipt of final comments on design package; and

- vii. ES3R submission of final design package following incorporation of final comments.
  - Detailed design of box culverts; and
  - 30% designs for balance of road links (375 km).

### **Objective 3 – Training and Mentoring**

The scheduled training workshop has been postponed due to the EVD crisis situation. Monrovia-based classroom training of AE firm personnel will be initiated following the lifting of CDC travel advisory and resumption of normally scheduled flights. We have considered a limited classroom environment via remote teleconference, but challenges remain with dependable and consistent internet connection.

Mentoring of RE and SI staff will include the following activities:

- Preparation of strip maps for 30% design,
- Fieldwork data processing,
- Plotting of levels for cross sections,
- Design of interventions for water crossings; and
- Culvert hydraulics and discharge.